

DOCUMENT RESUME

ED 115 867

CE 005 705

TITLE Fall School Head Report--Reporting Booklet 1.0  
(Principals/Directors) to the Massachusetts Division  
of Occupational Education (Fiscal Year Ending June  
30, 1975).

INSTITUTION Management and Information System for Occupational  
Education, Winchester, Mass.

SPONS AGENCY Massachusetts State Dept. of Education, Boston. Div.  
of Occupational Education.

PUB DATE 30 Jun 75

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646-647; ED 072 225; ED 072 228; ED 072 303-304; CE  
005 687-727; Instructions for completing the booklet  
are available in CE 005 701

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\*Instructional Staff; \*Management Information  
Systems; \*Records (Forms); State Programs;  
\*Vocational Education

IDENTIFIERS CDS; Census Data Systems; Management Information  
System Occupational Educa; MISOE

ABSTRACT

The reporting booklet contains the reporting forms which collect basic enrollment, staff, and building facilities data from school heads, viz., principals and/or directors for the Management Information System for Occupational Education (MISOE) Census Data System (CDS). CDS, one of two major subsystems of the integrated management information system, was developed to provide occupational education managers with comprehensive data on which to base rational management decisions. Essentially, CDS contains descriptive information systematically structured in a manner which allows it to be used as a basis for sampling evaluative research studies. CDS collects and stores census data for all school systems offering occupational education programs, including all data formerly collected by the Annual Federal Report for Occupational Information, except followup data. (Author/AJ)

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ED115867

Misoe Number

Due Date

Name of School System

System ID No.

Name of School

School ID No.

Name of Preparer of Report

Title

Telephone

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EDUCATION & WELFARE  
NATIONAL INSTITUTE OF  
EDUCATION

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THE COMMONWEALTH OF MASSACHUSETTS

DEPARTMENT OF EDUCATION

FALL SCHOOL HEAD REPORT-REPORTING BOOKLET I.O  
(Principals/Directors)

to the

DIVISION OF OCCUPATIONAL EDUCATION  
(Fiscal Year Ending June 30, 1975)

CE 005 705

Before filing said statement, the superintendent shall submit it to the chairman of the school committee, who shall countersign it on oath, if, after examination, he finds it correct.

(General Laws Relating to Education 1970: Chapter 72, Sec. 2A, Item 4, and Sec. 3, Item 2)

I hereby certify that all statements contained in this report are true to the best of my knowledge and belief, and that this is a true statement made under the penalties of perjury.

THE COMMONWEALTH OF MASSACHUSETTS  
DEPARTMENT OF EDUCATION  
FALL SCHOOL HEAD REPORT-REPORTING BOOKLET I.O.  
(Principals/Directors)

to the

DIVISION OF OCCUPATIONAL EDUCATION  
(Fiscal Year Ending June 30, 1975)

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(General Laws Relating to Education 1970: Chapter 72, Sec. 2A, Item 4, and Sec. 3, Item 2)

I hereby certify that all statements contained in this report are true to the best of my knowledge and belief, and that this is a true statement made under the penalties of perjury.

---

(Date)

Superintendent of Schools

---

(Date)

Chairman of School Committee

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**Table I.1** Student Enrollment by Department (or Instructional Program Area)

Table I.1 Student Enrollment by Department (or Instructional Program Area)

	1.	2.	3.	4.
1. Department Name(s) (Program Name)				
2. USOE Code(s)				
3. Grade				
4. Level Code				
5. Type Code				
6. Session Code				
7. Exploratory	Yes	No	Yes	No
8. Cooperative	( )	( )	( )	( )
9. Workstudy	( )	( )	( )	( )
10. Enrollment	Majority M F	Minority M F	Majority M F	Minority M F
A. Regular				
B. Disadvantaged				
C. Handicapped				
D. Disadvtd. & Handicapped				
E. Additional				
11. Program Totals				
12. Department Totals				
13. Approved Reimbursement	Chapter 70 — 74 —			

Table I.1 (Cont'd) Student Enrollment by Department (or Instructional Program Area)

Table I.1 (Cont'd) Student Enrollment by Department (or Instructional Program Area)

Table I.1 (Cont'd) Student Enrollment by Department (or Instructional Program Area)

Table I.1 (Cont'd) Student Enrollment by Department (or Instructional Program Area)

	13	14	15	16	17
1. Department Name(s) (Program Name)					
2. USOE Code(s)					
3. Grade					
4. Level Code					
5. Type Code					
6. Session Code					
7. Exploratory	Yes	No	Yes	No	Yes
8. Cooperative	( )	( )	( )	( )	( )
9. Workstudy	( )	( )	( )	( )	( )
10. Enrollment	Majority M	Minority M	Majority M	Minority M	Majority M
	F	F	F	F	F
A. Regular					
B. Disadvantaged					
C. Handicapped					
D. Disadvtd. & Handicapped					
E. Additional					
11. Program Totals					
12. Department Totals					
13. Approved Reimbursement	Chapter 70 — 74 — Chapter 70 —				

Table I.1 (Cont'd) Student Enrollment by Department (or Instructional Program Area)

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Table I.1 (Cont'd) Student Enrollment by Department for Instructional Program Area

	19	20	21	22	23
1. Department Name(s) (Program Name)					
2. USOE Code(s)					
3. Grade					
4. Level Code					
5. Type Code					
6. Session Code					
7. Exploratory	Yes	No	Yes	No	Yes
8. Cooperative	( )	( )	( )	( )	( )
9. Workstudy	( )	( )	( )	( )	( )
10. Enrollment	Majority M F	Minority M F	Majority M F	Minority M F	Majority M F
A. Regular					
B. Disadvantaged					
C. Handicapped					
D. Disadvtd. & Handicapped					
E. Additional					
11. Program Totals					
12. Department Totals					
13. Approved Reimbursement	Chapter 70 <u>74</u>				

Table I.1 (Cont'd) Student Enrollment by Department (or Instructional Program Area)

Yes	No																				
( )	( )	( )	( )	( )	( )	( )	( )	( )	( )	( )	( )	( )	( )	( )	( )	( )	( )	( )	( )	( )	( )
Majority	Minority																				
M	F	M	F	M	F	M	F	M	F	M	F	M	F	M	F	M	F	M	F	M	F
Piped																					
Chapter 70 — 74 —		Chapter 70 — 74 —		Chapter 70 — 74 —		Chapter 70 — 74 —		Chapter 70 — 74 —		Chapter 70 — 74 —		Chapter 70 — 74 —		Chapter 70 — 74 —		Chapter 70 — 74 —		Chapter 70 — 74 —		Chapter 70 — 74 —	

Table I.1 (Cont'd) Student Enrollment by Department (or Instructional Program Area

	25	26	27	28	29
1. Department Name(s) (Program Name)					
2. USOE Code(s)					
3. Grade					
4. Level Code					
5. Type Code					
6. Session Code					
7. Exploratory	Yes	No	Yes	No	Yes
8. Cooperative	( )	( )	( )	( )	( )
9. Workstudy	( )	( )	( )	( )	( )
10. Enrollment	Majority M F	Minority M F	Majority M F	Minority M F	Majority M F
A. Regular					
B. Disadvantaged					
C. Handicapped					
D. Disadvtd. & Handicapped					
E. Additional					
11. Program Totals					
12. Department Totals					
13. Approved Reimbursement	Chapter 70 — 74 —				

Table I.1 (Cont'd) Student Enrollment by Department (or Instructional Program Area)

15

Table I.1 (Cont'd) Student Enrollment by Department (or Instructional Program Area)

	31	32	33	34	35
1. Department Name(s) (Program Name)					
2. USOE Code(s)					
3. Grade					
4. Level Code					
5. Type Code					
6. Session Code					
7. Exploratory	Yes	No	Yes	No	Yes
8. Cooperative	( )	( )	( )	( )	( )
9. Workstudy	( )	( )	( )	( )	( )
10. Enrollment	Majority M F	Minority M F	Majority M F	Minority M F	Majority M F
A. Regular					
B. Disadvantaged					
C. Handicapped					
D. Disadvtd. & Handicapped					
E. Additional					
11. Program Totals					
12. Department Totals					
13. Approved Reimbursement	Chapter 70 74		Chapter 70 74		Chapter 70 74
					Chapter 70



Table I.1 (Cont'd) Student Enrollment by Department, (or Instructional Program Area)

		37	38	39	40	41	42
1. Department Name(s) (Program Name)							
2. USOE Code(s)							
3. Grade							
4. Level Code							
5. Type Code							
6. Session Code							
7. Exploratory	Yes	No	Yes	No	Yes	No	Yes
8. Cooperative	( )	( )	( )	( )	( )	( )	( )
9. Workstudy	( )	( )	( )	( )	( )	( )	( )
10. Enrollment	Majority M	Minority F	Majority M	Minority F	Majority M	Minority F	Majority M
A. Regular							
B. Disadvantaged							
C. Handicapped							
D. Disadvd. & Handicapped							
E. Additional							
11. Program Totals							
12. Department Totals							
13. Approved Reimbursement	Chapter 70 —	74 —	Chapter 70 —	74 —	Chapter 70 —	74 —	Chapter 70 —

Table I.1 (Cont'd) Student Enrollment by Department (or Instructional Program Area)

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Table I.1 (Cont'd) Student Enrollment by Department (or Instructional Program)

43	Department Name(s) 1. (Program Name)	44	45	46
2. USOE Code(s)				
3. Grade				
4. Level Code				
5. Type Code				
6. Session Code				
7. Exploratory	Yes ( )	No ( )	Yes ( )	No ( )
8. Cooperative				
9. Workstudy				
10. Enrollment	Majority M F	Minority M F	Majority M F	Minority M F
A. Regular				
B. Disadvantaged				
C. Handicapped				
D. Disadvd. & Handicapped				
E. Additional				
11. Program Totals				
12. Department Totals				
13. Approved Reimbursement	Chapter 70 74	Chapter 70 74	Chapter 70 74	Chapter 74

Table I.1 (Cont'd) Student Enrollment by Department (or Instructional Program Area)

Table I.1 (Cont'd) Student Enrollment by Department (or Instructional Program Area)

	49	50	51	52	53	54
1. Department Name(s) (Program Name)						
2. USOE Code(s)						
3. Grade						
4. Level Code						
5. Type Code						
6. Session Code						
7. Exploratory	Yes	No	Yes	No	Yes	No
8. Cooperative	( )	( )	( )	( )	( )	( )
9. Workstudy	( )	( )	( )	( )	( )	( )
10. Enrollment	Majority M F	Minority M F	Majority M F	Minority M F	Majority M F	Minority M F
A. Regular						
B. Disadvantaged						
C. Handicapped						
D. Disadvtd & Handicapped						
E. Additional						
11. Program Totals						
12. Department Totals						
13. Approved Reimbursement	Chapter 70 — 74 —					

Table I-1 (Cont'd) Student Enrollment by Department (or Instructional Program Area)

Table I.1 (Cont'd) Student Enrollment by Department (or Instructional Program Area)

1. Department Name(s) (Program Name)												
2. USOE Code(s)												
3. Grade												
4. Level Code												
5. Type Code												
6. Session Code												
7. Exploratory	Yes	No										
8. Cooperative	( )	( )	( )	( )	( )	( )	( )	( )	( )	( )	( )	( )
9. Workstudy	( )	( )	( )	( )	( )	( )	( )	( )	( )	( )	( )	( )
10. Enrollment	Majority M	Minority F										
A. Regular												
B. Disadvantaged												
C. Handicapped												
D. Disadvtd. & Handicapped												
E. Additional												
11. Program Totals												
12. Department Totals												
13. Approved Reimbursement	Chapter 70	74										

MISDE Number

Table 1.11 Total School Enrollment and Occupational Enrollment by Grade

	1	2	3	4	5	6	7
Grade	School Enrollment			Occupational Enrollment			Grade Total
	Male	Female	Grade Total	Male	Female		
1	9						
2	10						
3	11						
4	12						
5	Secondary Total		5				
6	13						
7	14						
8	Post-Secondary Total (Non-Community College)						
9	Adult Total						

Table 1.12 Total Community College/Junior  
College Enrollment & Occupational Enrollment

	1	2	3	4	5	6	7
Grade	School Enrollment			Occupational Enrollment			Grade Total
	Male	Female	Grade Total	Male	Female		
1	13			5			
2	14						

1	9					
2	10					
3	11					
4	12					
5	Secondary Total					
6	13					
7	14					
8	Post-Secondary Total (Non-Community College)					
9	Adult Total					

Table 1.12 Total Community College/Junior  
College Enrollment & Occupational Enrollment

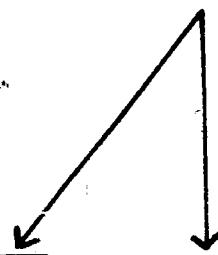
Grade	School Enrollment			Occupational Enrollment		
	Male	Female	Grade Total	Male	Female	Grade Total
1	13					
2	14					
3	Post-Secondary Total (Community/Junior College)					
4	Adult Total					

Table 1.2 School Administrative Staff

Line	Title	Secondary		Post Secondary		Adult		Total
		Full Time	Part Time	Full Time	Part Time	Full Time	Part Time	
1	Director							
2	Supervisor							
3	Guidance							
4	Other							
5	Total (Unduplicated)							

Total Unduplicated Count

At All Levels and Positions



MISOE number

Table 1.3 Occupational Teacher &amp; Department Head Staff Survey: Staff Characteristics

	1	2	3
1 Teacher or Department Head Name			
2 Social Security Number			
3 Certification Number			
4 Department USOE Code			
5 Teacher=1; Teacher Aide=2; Dept. Head=3			
6 Full Time=1; Part Time=2			
7 Sex: Male=1; Female=2			
8 Race: Majority=1 Minority=2			
9 Age			
10 Does this teacher teach in more than one school? Yes=1 No=2			
11 Highest level of Educational Attainment			
12 Years in Present School System			
13 Years Employed in Trade Now Teaching			
14 Years of Teaching Experience			
15 Occupational Teaching Status			
16 Does this member have tenure? Yes=1; 2=No			
17 Annual Contract Salary			
18 Indicate sessions in which this member teaches. 1=Day 2=Evening 3=Summer			
19 If member devotes part of work week to administrative duties, indicate percentage of time in appropriate row.	Day Session		
	Evening Session		
	Summer Session		
20 Enter extra pay received for additional teaching	Teaching		
	Day Admin.		

2	Social Security Number		
3	Certification Number		
4	Department USOE Code		
5	Teacher=1; Teacher Aide=2; Dept. Head=3		
6	Full Time=1; Part Time=2		
7	Sex: Male=1; Female=2		
8	Race: Majority=1 Minority=2		
9	Age		
10	Does this teacher teach in more than one school? Yes=1 No=2		
11	Highest level of Educational Attainment		
12	Years in Present School System		
13	Years Employed in Trade Now Teaching		
14	Years of Teaching Experience		
15	Occupational Teaching Status		
16	Does this member have tenure? Yes=1; 2=No		
17	Annual Contract Salary		
18	Indicate sessions in which this member teaches. 1=Day 2=Evening 3=Summer		
19	If member devotes part of work week to administrative duties, indicate percentage of time in appropriate row.	Day Session	
		Evening Session	
		Summer Session	
20	Enter extra pay received for additional teaching and/or administrative duties	Teaching	
		Day Admin.	
		Teaching	
		Evening Admin.	
		Teaching	
		Summer Admin.	

Table 1.3 (Cont'd) Occupational Teacher & Department Head Staff Survey: Staff Characteristics

4	5	6	7	8	9	10
1						
2						
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4						
5						
6						
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19							
20							

MISOE number

Table 1.3 Occupational Teacher &amp; Department Head Staff Survey: Staff Characteristics

	11	12	13
1 Teacher or Department Head Name			
2 Social Security Number			
3 Certification Number			
4 Department USOE Code			
5 Teacher=1; Teacher Aide=2; Dept. Head=3			
6 Full Time=1; Part Time=2			
7 Sex: Male=1; Female=2			
8 Race: Majority=1 Minority=2			
9 Age			
10 Does this teacher teach in more than one school? Yes=1 No=2			
11 Highest level of Educational Attainment			
12 Years in Present School System			
13 Years Employed in Trade Now Teaching			
14 Years of Teaching Experience			
15 Occupational Teaching Status			
16 Does this member have tenure? Yes=1; 2=No			
17 Annual Contract Salary			
18 Indicate sessions in which this member teaches. 1=Day 2=Evening 3=Summer			
19 If member devotes part of work week to administrative duties, indicate percentage of time in appropriate row.	Day Session		
	Evening Session		
	Summer Session		
20 Enter extra pay received for	Teaching		
	Admin.		

2	Social Security Number		
3	Certification Number		
4	Department USOE Code		
5	Teacher=1; Teacher Aide=2; Dept. Head=3		
6	Full Time=1; Part Time=2		
7	Sex: Male=1; Female=2		
8	Race: Majority=1 Minority=2		
9	Age		
10	Does this teacher teach in more than one school? Yes=1 No=2		
11	Highest level of Educational Attainment		
12	Years In Present School System		
13	Years Employed in Trade Now Teaching		
14	Years of Teaching Experience		
15	Occupational Teaching Status		
16	Does this member have tenure? Yes=1; 2=No		
17	Annual Contract Salary		
18	Indicate sessions in which this member teaches. 1=Day 2=Evening 3=Summer		
19	If member devotes part of work week to administrative duties, indicate percentage of time in appropriate row.	<input type="checkbox"/> Day Session <input type="checkbox"/> Evening Session <input type="checkbox"/> Summer Session	
20	Enter extra pay received for additional teaching and/or administrative duties	<input type="checkbox"/> Teaching <input type="checkbox"/> Day Admin. <input type="checkbox"/> Teaching <input type="checkbox"/> Evening Admin. <input type="checkbox"/> Teaching <input type="checkbox"/> Summer Admin.	

Table 1.3 (Cont'd) Occupational Teacher & Department Head Staff Survey: Staff Characteristics

	14	15	16	17	18	19	20
1							
2							
3							
4							
5							
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MISOE number

Table 1.3 Occupational Teacher &amp; Department Head Staff Survey: Staff Characteristics

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1	Teacher or Department Head Name	
2	Social Security Number	
3	Certification Number	
4	Department USOE Code	
5	Teacher=1; Teacher Aide=2; Dept. Head=3	
6	Full Time=1; Part Time=2	
7	Sex: Male=1; Female=2	
8	Race: Majority=1 Minority=2	
9	Age	
10	Does this teacher teach in more than one school? Yes=1 No=2	
11	Highest level of Educational Attainment	
12	Years in Present School System	
13	Years Employed in Trade Now Teaching	
14	Years of Teaching Experience	
15	Occupational Teaching Status	
16	Does this member have tenure? Yes=1; 2=No	
17	Annual Contract Salary	
18	Indicate sessions in which this member teaches. 1=Day 2=Evening 3=Summer	
19	If member devotes part of work week to administrative duties, indicate percentage of time in appropriate row.	Day Session Evening Session Summer Session
20	Enter extra pay received for additional teaching	Teaching Day Admin.

2	Social Security Number		
3	Certification Number		
4	Department USOE Code		
5	Teacher=1; Teacher Aide=2; Dept. Head=3		
6	Full Time=1; Part Time=2		
7	Sex: Male=1; Female=2		
8	Race: Majority=1 Minority=2		
9	Age		
10	Does this teacher teach in more than one school? Yes=1 No=2		
11	Highest level of Educational Attainment		
12	Years in Present School System		
13	Years Employed in Trade Now Teaching		
14	Years of Teaching Experience		
15	Occupational Teaching Status		
16	Does this member have tenure? Yes=1; 2=No		
17	Annual Contract Salary		
18	Indicate sessions in which this member teaches. 1=Day 2=Evening 3=Summer		
19	If member devotes part of work week to administrative duties, indicate percentage of time in appropriate row.	Day Session	
		Evening Session	
		Summer Session	
20	Enter extra pay received for additional teaching and/or administrative duties	Teaching	
		Day Admin.	
		Teaching	
		Evening Admin.	
		Teaching	
		Summer Admin.	

Table 1.3 (Cont'd) Occupational Teacher & Department  
Head Staff Survey: Staff Characteristics

	24	25	26	27	28	29	30
1							
2							
3							
4							
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11			5				
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MISOE number

Table 1.3 Occupational Teacher &amp; Department Head Staff Survey: Staff Characteristics

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1	Teacher or Department Head Name		
2	Social Security Number		
3	Certification Number		
4	Department USOE Code		
5	Teacher=1; Teacher Aide=2; Dept. Head=3		
6	Full Time=1; Part Time=2		
7	Sex: Male=1; Female=2		
8	Race: Majority=1 Minority=2		
9	Age		
10	Does this teacher teach in more than one school? Yes=1 No=2		
11	Highest level of Educational Attainment		
12	Years in Present School System		
13	Years Employed in Trade Now Teaching		
14	Years of Teaching Experience		
15	Occupational Teaching Status		
16	Does this member have tenure? Yes=1; 2=No		
17	Annual Contract Salary		
18	Indicate sessions in which this member teaches. 1=Day 2=Evening 3=Summer		
19	If member devotes part of work week to administrative duties, indicate percentage of time in appropriate row.	Day Session	
		Evening Session	
		Summer Session	
20	Enter extra pay received for additional teaching	Teaching	
		Day Admin	

2	Social Security Number	
3	Certification Number	
4	Department USOE Code	
5	Teacher=1; Teacher Aide=2; Dept. Head=3	
6	Full Time=1; Part Time=2	
7	Sex: Male=1; Female=2	
8	Race: Majority=1 Minority=2	
9	Age	
10	Does this teacher teach in more than one school? Yes=1 No=2	
11	Highest level of Educational Attainment	
12	Years in Present School System	
13	Years Employed in Trade Now Teaching	
14	Years of Teaching Experience	
15	Occupational Teaching Status	
16	Does this member have tenure? Yes=1; 2=No	
17	Annual Contract Salary	
18	Indicate sessions in which this member teaches. 1=Day 2=Evening 3=Summer	
19	If member devotes part of work week to administrative duties, indicate percentage of time in appropriate row.	Day Session
		Evening Session
		Summer Session
20	Enter extra pay received for additional teaching and/or administrative duties	Teaching
		Day Admin.
		Teaching
		Evening Admin.
		Teaching
		Summer Admin.

Table 1.3 (Cont'd) Occupational Teacher &amp; Department Head Staff Survey: Staff Characteristics

	34	35	36	37	38	39	40
1							
2							
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Table 1.3 Occupational Teacher &amp; Department Head Staff Survey: Staff Characteristics.

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1	Teacher or Department Head Name	
2	Social Security Number	
3	Certification Number	
4	Department USOE Code	
5	Teacher=1; Teacher Aide=2; Dept. Head=3	
6	Full Time=1; Part Time=2	
7	Sex: Male=1; Female=2	
8	Race: Majority=1 Minority=2	
9	Age	
10	Does this teacher teach in more than one school? Yes=1 No=2	
11	Highest level of Educational Attainment	
12	Years in Present School System	
13	Years Employed in Trade Now Teaching	
14	Years of Teaching Experience	
15	Occupational Teaching Status	
16	Does this member have tenure? Yes=1; 2=No	
17	Annual Contract Salary	
18	Indicate sessions in which this member teaches. 1=Day 2=Evening 3=Summer	
19	If member devotes part of work week to administrative duties, Indicate percentage of time in appropriate row.	Day Session Evening Session Summer Session
20	Enter extra pay received for additional teaching	Teaching Admin.

Teacher or Department Head Name	
2	Social Security Number
3	Certification Number
4	Department USOE Code
5	Teacher=1; Teacher Aide=2; Dept.Head=3
6	Full Time=1; Part Time=2
7	Sex: Male=1; Female=2
8	Race: Majority=1 Minority=2
9	Age
10	Does this teacher teach in more than one school? Yes=1 No=2
11	Highest level of Educational Attainment
12	Years in Present School System
13	Years Employed in Trade Now Teaching
14	Years of Teaching Experience
15	Occupational Teaching Status
16	Does this member have tenure? Yes=1; 2=No
17	Annual Contract Salary
18	Indicate sessions in which this member teaches. 1=Day 2=Evening 3=Summer
19	If member devotes part of work week to administrative duties, indicate percentage of time in appropriate row.
	Day Session
	Evening Session
	Summer Session
20	Enter extra pay received for additional teaching and/or administrative duties
	Teaching
	Day Admin.
	Teaching
	Evening Admin.
	Teaching
	Summer Admin.

Table 1.3 (Cont'd) Occupational Teacher &amp; Department Head Staff Survey: Staff Characteristics

	44	45	46	47	48	49	50
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MISOE number

Table 1.3 Occupational Teacher &amp; Department Head Staff Survey: Staff Characteristics

	51	52	53
1 Teacher or Department Head Name			
2 Social Security Number			
3 Certification Number			
4 Department USOE Code			
5 Teacher=1; Teacher Aide=2; Dept. Head=3			
6 Full Time=1; Part Time=2			
7 Sex: Male=1; Female=2			
8 Race: Majority=1 Minority=2			
9 Age			
10 Does this teacher teach in more than one school? Yes=1 No=2			
11 Highest level of Educational Attainment			
12 Years in Present School System			
13 Years Employed in Trade Now Teaching			
14 Years of Teaching Experience			
15 Occupational Teaching Status			
16 Does this member have tenure? Yes=1; 2=No			
17 Annual Contract Salary			
18 Indicate sessions in which this member teaches. 1=Day 2=Evening 3=Summer			
19 If member devotes part of work week to administrative duties, indicate percentage of time in appropriate row.	Day Session		
	Evening Session		
	Summer Session		
20 Enter extra pay received for additional teaching	Teaching		
	Day		
	Admin.		

Teacher or Department Head Name		
2	Social Security Number	
3	Certification Number	
4	Department USOE Code	
5	Teacher=1; Teacher Aide=2; Dept. Head=3	
6	Full Time=1; Part Time=2	
7	Sex: Male=1; Female=2	
8	Race: Majority=1 Minority=2	
9	Age	
10	Does this teacher teach in more than one school? Yes=1 No=2	
11	Highest level of Educational Attainment	
12	Years in Present School System	
13	Years Employed in Trade Now Teaching	
14	Years of Teaching Experience	
15	Occupational Teaching Status	
16	Does this member have tenure? Yes=1; 2=No	
17	Annual Contract Salary	
18	Indicate sessions in which this member teaches. 1=Day 2=Evening 3=Summer	
19	If member devotes part of work week to administrative duties, Indicate percentage of time in appropriate row.	Day Session
		Evening Session
		Summer Session
20	Enter extra pay received for additional teaching and/or administrative duties	Teaching
		Day Admin.
		Teaching
		Evening Admin.
		Teaching
		Summer Admin.

Table 1.3 (Cont'd) Occupational Teacher &amp; Department Head Staff Survey: Staff Characteristics

	54	55	56	57	58	59	60
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Table 1.3 Occupational Teacher &amp; Department Head Staff Survey: Staff Characteristics

61

62

63

1	Teacher or Department Head Name	
2	Social Security Number	
3	Certification Number	
4	Department USOE Code	
5	Teacher=1; Teacher Aide=2; Dept. Head=3	
6	Full Time=1; Part Time=2	
7	Sex: Male=1; Female=2	
8	Race: Majority=1 Minority=2	
9	Age	
10	Does this teacher teach in more than one school? Yes=1 No=2	
11	Highest level of Educational Attainment	
12	Years in Present School System	
13	Years Employed in Trade Now Teaching	
14	Years of Teaching Experience	
15	Occupational Teaching Status	
16	Does this member have tenure? Yes=1; 2=No	
17	Annual Contract Salary	
18	Indicate sessions in which this member teaches. 1=Day 2=Evening 3=Summer	
19	If member devotes part of work week to administrative duties, Indicate percentage of time in appropriate row.	Day Session Evening Session Summer Session
20	Enter extra pay received for additional teaching	Teaching Day Admin

2	SOCIAL SECURITY NUMBER	
3	CERTIFICATION NUMBER	
4	DEPARTMENT USOE CODE	
5	TEACHER=1; TEACHER AIDE=2; DEPT. HEAD=3	
6	FULL TIME=1; PART TIME=2	
7	SEX: MALE=1; FEMALE=2	
8	RACE: MAJORITY=1 MINORITY=2	
9	AGE	
10	DOES THIS TEACHER TEACH IN MORE THAN ONE SCHOOL? YES=1 NO=2	
11	HIGHEST LEVEL OF EDUCATIONAL ATTAINMENT	
12	YEARS IN PRESENT SCHOOL SYSTEM	
13	YEARS EMPLOYED IN TRADE NOW TEACHING	
14	YEARS OF TEACHING EXPERIENCE	
15	OCCUPATIONAL TEACHING STATUS	
16	DOES THIS MEMBER HAVE TENURE? YES=1; 2=NO	
17	ANNUAL CONTRACT SALARY	
18	INDICATE SESSIONS IN WHICH THIS MEMBER TEACHES. 1=DAY 2=EVENING 3=SUMMER	
19	IF MEMBER DEVOTES PART OF WORK WEEK TO ADMINISTRATIVE DUTIES, INDICATE PERCENTAGE OF TIME IN APPROPRIATE ROW.	Day Session
		Evening Session
		Summer Session
20	ENTER EXTRA PAY RECEIVED FOR ADDITIONAL TEACHING AND/OR ADMINISTRATIVE DUTIES	Teaching
		Day Admin.
		Teaching
		Evening Admin.
		Teaching
		Summer Admin.

Table 1.3 (Cont'd) Occupational Teacher &amp; Department Head Staff Survey: Staff Characteristics

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MISOE number

Table 1.3 Occupational Teacher &amp; Department Head Staff Survey: Staff Characteristics

71

72

73

1 Teacher or Department Head Name		
2 Social Security Number		
3 Certification Number		
4 Department USOE Code		
5 Teacher=1; Teacher Aide=2; Dept. Head=3		
6 Full Time=1; Part Time=2		
7 Sex: Male=1; Female=2		
8 Race: Majority=1 Minority=2		
9 Age		
10 Does this teacher teach in more than one school? Yes=1 No=2		
11 Highest level of Educational Attainment		
12 Years in Present School System		
13 Years Employed in Trade Now Teaching		
14 Years of Teaching Experience		
15 Occupational Teaching Status		
16 Does this member have tenure? Yes=1; 2=No		
17 Annual Contract Salary		
18 Indicate sessions in which this member teaches. 1=Day 2=Evening 3=Summer		
19 If member devotes part of work week to administrative duties, Indicate percentage of time in appropriate row.	Day Session Evening Session Summer Session	
20 Enter extra pay received for additional teaching	Teaching Day Admin.	

Number or Department Head Name			
2	Social Security Number		
3	Certification Number		
4	Department USOE Code		
5	Teacher=1; Teacher Aide=2; Dept. Head=3		
6	Full Time=1; Part Time=2		
7	Sex: Male=1; Female=2		
8	Race: Majority=1 Minority=2		
9	Age		
10	Does this teacher teach in more than one school? Yes=1 No=2		
11	Highest level of Educational Attainment		
12	Years in Present School System		
13	Years Employed in Trade Now Teaching		
14	Years of Teaching Experience		
15	Occupational Teaching Status		
16	Does this member have tenure? Yes=1; 2=No		
17	Annual Contract Salary		
18	Indicate sessions in which this member teaches. 1=Day 2=Evening 3=Summer		
19	If member devotes part of work week to administrative duties, indicate percentage of time in appropriate row.	Day Session	
		Evening Session	
		Summer Session	
20	Enter extra pay received for additional teaching and/or administrative duties	Teaching	
		Day Admin.	
		Teaching	
		Evening Admin.	
		Teaching	
		Summer Admin.	

Table 1.3 (Cont'd) Occupational Teacher & Department Head Staff Survey: Staff Characteristics

	74	75	76	77	78	79	80
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Table 1.3 Occupational Teacher &amp; Department Head Staff Survey: Staff Characteristics

81

82

83

1	Teacher or Department Head Name		
2	Social Security Number		
3	Certification Number		
4	Department USOE Code		
5	Teacher=1; Teacher Aide=2; Dept. Head=3		
6	Full Time=1; Part Time=2		
7	Sex: Male=1; Female=2		
8	Race: Majority=1 Minority=2		
9	Age		
10	Does this teacher teach in more than one school? Yes=1 No=2		
11	Highest level of Educational Attainment		
12	Years in Present School System		
13	Years Employed in Trade Now Teaching		
14	Years of Teaching Experience		
15	Occupational Teaching Status		
16	Does this member have tenure? Yes=1; 2=No		
17	Annual Contract Salary		
18	Indicate sessions in which this member teaches. 1=Day 2=Evening 3=Summer		
19	If member devotes part of work week to administrative duties, indicate percentage of time in appropriate row.	Day Session Evening Session Summer Session	
20	Enter extra pay received for additional teaching	Teaching Duty Admin	

2	Social Security Number	
3	Certification Number	
4	Department USOE Code	
5	Teacher=1; Teacher Aide=2; Dept.Head=3	
6	Full Time=1; Part Time=2	
7	Sex: Male=1; Female=2	
8	Race: Majority=1 Minority=2	
9	Age	
10	Does this teacher teach in more than one school? Yes=1 No=2	
11	Highest level of Educational Attainment	
12	Years In Present School System	
13	Years Employed In Trade Now Teaching	
14	Years of Teaching Experience	
15	Occupational Teaching Status	
16	Does this member have tenure? Yes=1; 2=No	
17	Annual Contract Salary	
18	Indicate sessions in which this member teaches. 1=Day 2=Evening 3=Summer	
19	If member devotes part of work week to administrative duties, indicate percentage of time in appropriate row.	Day Session
		Evening Session
		Summer Session
20	Enter extra pay received for additional teaching and/or administrative duties	Teaching
		Day Admin.
		Teaching
		Evening Admin.
		Teaching
		Summer Admin.

Table 1.3 (Cont'd) Occupational Teacher &amp; Department Head Staff Survey: Staff Characteristics

	84	85	86	87	88	89	90
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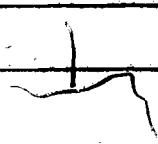
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MISOE number

Table 1.3 Occupational Teacher &amp; Department Head Staff Survey: Staff Characteristics

91

92

93

1	Teacher or Department Head Name		
2	Social Security Number		
3	Certification Number		
4	Department USOE Code		
5	Teacher=1; Teacher Aide=2; Dept.Head=3		
6	Full Time=1; Part Time=2		
7	Sex: Male=1; Female=2		
8	Race: Majority=1 Minority=2		
9	Age		
10	Does this teacher teach in more than one school? Yes=1 No=2		
11	Highest level of Educational Attainment		
12	Years in Present School System		
13	Years Employed in Trade Now Teaching		
14	Years of Teaching Experience		
15	Occupational Teaching Status		
16	Does this member have tenure? Yes=1; 2=No		
17	Annual Contract Salary		
18	Indicate sessions in which this member teaches. 1=Day 2=Evening 3=Summer		
19	If member devotes part of work week to administrative duties, Indicate percentage of time in appropriate row.	Day Session Evening Session Summer Session	
20	Enter extra pay received for additional teaching	Teaching Day Admin	

2	Social Security Number	
3	Certification Number	
4	Department USOE Code	
5	Teacher=1; Teacher Aide=2; Dept.Head=3	
6	Full Time=1; Part Time=2	
7	Sex: Male=1; Female=2	
8	Race: Majority=1 Minority=2	
9	Age	
10	Does this teacher teach in more than one school? Yes=1 No=2	
11	Highest level of Educational Attainment	
12	Years in Present School System	
13	Years Employed in Trade Now Teaching	
14	Years of Teaching Experience	
15	Occupational Teaching Status	
16	Does this member have tenure? Yes=1; 2=No	
17	Annual Contract Salary	
18	Indicate sessions in which this member teaches. 1=Day 2=Evening 3=Summer	
19	If member devotes part of work week to administrative duties, indicate percentage of time in appropriate row.	<input type="text"/> Day Session <input type="text"/> Evening Session <input type="text"/> Summer Session
20	Enter extra pay received for additional teaching and/or administrative duties	<input type="text"/> Day Admin. <input type="text"/> Teaching <input type="text"/> Evening Admin. <input type="text"/> Teaching <input type="text"/> Summer Admin.

Table 1.3 (Cont'd) Occupational Teacher & Department Head Staff Survey: Staff Characteristics

	94	95	96	97	98	99	100
1							
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MISOE Number

Table I.4 Capacity of Instructional Area for Occupational Education

	1 Room Type	2 L/S	3 C (Sq.Ft.)	4 Capacity	5 Code of Department Assigned to Room	6 Used by Other Department Yes	No
1							
2							
3							
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17							
18							
19							
20							
21							

Room Number or Name			(Sq.Ft.)	Capacity	Room	Department Assigned to	
	L/S	C				Yes	No
1							
2							
3							
4							
5							
6							
7							
8							
9							
10							
11							
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22							
23							
24							
25							
Totals							

Misoe Number

Table 1.4 (Cont'd) Capacity of Instructional Area for Occupational Education

	7	8	9	10	11	12
Room Number or Name	Room Type		Floorspace	Seating	Code of Department Assigned to Room	Used by Other Department
	L/S	C	(Sq.Ft.)	Capacity		Yes No
26						
27						
28						
29						
30						
31						
32						
33						
34						
35						
36						
37						
38						
39						
40						
41						
42						
43						
44						

Room Number or Name	L/S	C	(Sq.Ft.)	Capacity	Room	Department Assigned to	Department
						Yes	No
26							
27							
28							
29							
30							
31							
32							
33							
34							
35							
36							
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48							
49							
50							
Totals							

Misoe Number

Table 1.4 (Cont'd) Capacity of Instructional Area for Occupational Education

Room Number or Name	Room Type		Floorspace (Sq. Ft.)	Seating Capacity	Code of Department Assigned to Room	Used by Other Departments	
	L/S	C				Yes	No
51							
52							
53							
54							
55							
56							
57							
58							
59							
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63							
64							
65							
66							
67							
68							
69							
70							
71							

Room Number or Name	L/S	C	(Sq. Ft.)	Capacity	Room No.	Res No.
51						
52						
53						
54						
55						
56						
57						
58						
59						
60						
61						
62						
63						
64						
65						
66						
67						
68						
69						
70						
71						
72						
73						
74						
75						
Totals						

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36

Table 1.4 (Cont'd) Capacity of Instructional Area for Occupational Education

	19	20	21	22	23	24
Room Number or Name	Room Type		Floorspace	Seating	Code of Department Assigned to Room	Used by Other Departments
	L/S	C	(Sq. Ft.)	Capacity	Yes	No
75						
77						
78						
79						
80						
81						
82						
83						
84						
85						
86						
87						
88						
89						
90						
91						
92						
93						
94						

Room Number or Name	L/S	C	(Sq. Ft.)	Capacity	Department Assigned to	Yes	No
					Room		
76							
77							
78							
79							
80							
81							
82							
83							
84							
85							
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95							
96							
97							
98							
99							
100							
Totals							

Table 1.41 Total Capacity of School Instructional Area

1 Instructional Areas	2 Number of Rooms	3 Floorspace Area (Sq. Ft.)
1. Laboratory/Shop Areas		
2. Classroom Areas		
3. Totals		